

**Approved Meeting Minutes**  
Fairfield Planning Commission  
Regular Meeting  
May 9, 2024

**Minutes**

**Date: Thursday, May 9, 2024**

**Location: Fairfield Town Office, 103 East Main Street, Fairfield, Utah**

**Time: 7:00 P.M.**

**Minutes By: Recorder: Stephanie Shelley**

**Agenda Item #1 - Open the Planning Commission Regular Session.**

Chairwoman Alina Pringle stated the meeting began at 7:04 pm.

**Agenda Item #2 - Roll Call.**

Commissioners Present: Alina Pringle, David Riet, Jane Lancaster, Wayne Taylor

Excused Commissioners: Heather Strong

Staff Present: Recorder: Stephanie Shelley

Town Council: Mayor McKinney, Councilman Thomas, Councilman Panek, Councilman Cameron, Councilman Weber.

Others Present: Tal Adair,

**Agenda Item #3 - Prayer / Pledge Of Allegiance.**

Councilman Cameron offered the prayer. Commissioner Pringle led the Pledge of Allegiance.

Alina explained each of the following ordinances before she opened the public hearing on each one of the agenda items.

**Agenda Item #4 - Ordinance #2024-02. An Ordinance Amending Title 10.17.100.(I) Adding Verbiage for Industry Commitments to Environmental and Social Responsibility and also Adding Verbiage to Application to Successors and Assigns in Solar Power Plant-Large.**

No public comment

**Agenda Item# 5 - Ordinance #2024-03. An Ordinance Rescinding Title 10.11.225. (N) and (O); And Adopting New Amendments toTitle 10.11.225.(N) and(O). And Adding Them to the Commercial Overlay Zone.**

Commissioner Lancaster stated she would like to adopt a zoning strategy similar to Eagle Mountain's. They have a tiered approach: starting with commercial neighborhoods, then commercial community zones, and finally, commercial regional zones. The current residential areas would fall under the commercial neighborhood zone, which has limited uses. As you

**Approved Meeting Minutes**  
Fairfield Planning Commission  
Regular Meeting  
May 9, 2024

move towards the outskirts of town, the zones would expand and accommodate more extensive commercial activities. For now, this approach seems appropriate.

Vern Carson expressed concern that changes to the commercial overlay zone might devalue properties. He noted that popular businesses and mobile cell towers are typically located along main highways or Main Street, which are already designated as commercial areas.

Vern Carson also mentioned that he personally would never sell his property because he is deeply committed to it; however, he acknowledged that selling property is significant for others, especially since there is a substantial difference in value between commercial and non-commercial properties.

**Agenda Item #6 - Ordinance #2024-05. An Ordinance Amending Title 10. Adding #11. Master Plan Development., to list of Uses that Require Additional Conditional Uses. in Section 10.17.100.A.**

Chairman Pringle turned the meeting over to Commissioner Taylor.

Chairman Pringle stated, "As a planning commissioner and landowner, I am opposed because I believe Master Plan developments should be allowed in all zones. She said that they should be recommended and supported as per the Town pre-code ordinances, which required master planning for developments over ten acres and provided incentives for landowners and developers to create Master Plans. She said she thinks that Master Plans ensure cohesive development rather than random placements and making Master Plans a conditional use is not the right approach; that they should be permitted outright and aggressively incentivized to encourage developers to adopt them. She stated that the Planning Commission is considering making Master Plans for conditional use, and that's where the Commission stands tonight. That's all I have for public comment."

Commissioner Taylor turned the time back over to Commissioner Pringle.

**Agenda Item #7 - Close the Public Hearing.**

*Commissioner Taylor motioned to close the Public Hearing. Commissioner Lancaster seconded the motion. The motion passed unanimously.*

*Commissioner Pringle - Yes*

*Commissioner Riet - Yes*

*Commissioner Lancaster - Yes*

*Commissioner Taylor - Yes*

*The meeting ended at 7:16 pm.*

**Approved Meeting Minutes**  
Fairfield Planning Commission  
Regular Meeting  
May 9, 2024

**Session**

**Agenda Item #1 - Open the Planning Commission Session.**

Commissioner Pringle opened the session at 7:16 pm.

**Agenda Item #2 - Discussion on Ordinance #2024-02. An Ordinance Amending Title 10.17.100.(I) Adding Verbiage for Industry Commitments to Environmental and Social Responsibility and also Adding Verbiage to Application to Successors and Assigns in Solar Power Plant-Large**

Commissioner Pringle explained to the Commissioners that the Town Council presented it to the planning commission after collaborating with our legal team previously.

**Agenda Item #3 - Motion to send the Ordinance #2024-02. An Ordinance Amending Title 10.17.100.(I) Adding Verbiage for Industry Commitments to Environmental and Social Responsibility and also Adding Verbiage to Application to Successors and Assigns in Solar Power Plant-Large to the Town Council.**

*Commissioner Lancaster motioned to send Ordinance #2024-02. An Ordinance Amending Title 10.17.100.(I) Adding Verbiage for Industry Commitments to Environmental and Social Responsibility and also Adding Verbiage to Application to Successors and Assigns in Solar Power Plant-Large to the Town Council with positive recommendation. Commissioner Taylor seconded the motion. The motion passed unanimously.*

*Commissioner Pringle - Yes*

*Commissioner Riet - Yes*

*Commissioner Lancaster - Yes*

*Commissioner Taylor - Yes*

**Agenda Item #4 - Discussion on Ordinance #2024-03. An Ordinance Rescinding Title 10.11.225. (N) and (O); And Adopting New Amendments to Title 10.11.225.(N) and(O). And Adding Them to the Commercial Overlay Zone.**

Commissioner Lancaster highlighted an inconsistency in the current regulations, specifically regarding the naming and standards for certain permitted activities. She noted that while there are various activities listed under special uses, the corresponding standards are not clearly defined for all of them. Lancaster suggested consolidating and standardizing these activities, citing the example of pet grooming and animal care services having different names but likely referring to the same activity.

**Approved Meeting Minutes**  
Fairfield Planning Commission  
Regular Meeting  
May 9, 2024

Commissioner Lancaster explained that during a previous meeting, standards were not developed for all activities included in the regulations. Some activities, such as pet grooming, were added at the last minute from an older version of the commercial overlay zone. These activities were reintroduced without corresponding standards. However, standards do exist for some activities, as discovered by Vonda. Lancaster mentioned that although certain activities in light manufacturing lack standards, they were included temporarily to ensure compliance, with the intention of revisiting and updating the regulations soon.

Commissioner Taylor expressed concerns about the current state of the deal, suggesting that it may be better to pass it through as it is. He noted that while there are some lacking qualifications, there is too much work involved to rework it immediately. Taylor acknowledged the need to revisit and make changes later but questioned whether the situation was severe enough to delay passing it on. He remained open to making quick adjustments but emphasized the importance of moving forward despite the need for future revisions.

Commissioner Riet emphasized the need to pass the ordinance forward and then revisit it later to address the lack of standards for certain activities. He acknowledged that defining standards, especially for ambiguous activities of light manufacturing, would require time and consideration. Commissioner Riet suggested temporarily removing activities without established standards and focusing on rectifying existing issues. He stressed the importance of addressing the current problem while prioritizing future revisions.

Commissioner Pringle expressed support for establishing standards for all activities listed under special uses. However, she suggested two possible approaches: either temporarily removing activities without standards and adding them back later or promptly developing standards for them. Pringle cautioned against hastily including activities without standards, as it could lead to complications. She proposed removing activities without standards for the time being and focusing on creating standards later. Pringle emphasized the need for thorough deliberation to ensure that the standards align with the town's objectives. She recommended prioritizing the removal of activities lacking standards and addressing them in future revisions.

The Commissioners reviewed the Commercial Overlay Ordinance, making adjustments to align certain wording with other sections of the ordinance. They recognized that these changes are necessary to ensure businesses in Bradshaws are legally compliant without requiring zone changes or conditional use permits (CUPs). The Commissioners plan to address further modifications to the ordinance at a later date to better reflect their desired specifications for the overlay zone.

**Approved Meeting Minutes**  
Fairfield Planning Commission  
Regular Meeting  
May 9, 2024

**Agenda Item #5 - Motion to send the Discussion on Ordinance #2024-03. An Ordinance Rescinding Title 10.11.225. (N) and (O); And Adopting New Amendments to Title 10.11.225.(N) and(O). And Adding Them to the Commercial Overlay Zone to the Town Council.**

*Commissioner Taylor motion to send the Ordinance #2024-03. An Ordinance Rescinding Title 10.11.225. (N) and (O); And Adopting New Amendments to Title 10.11.225.(N) and(O). And Adding Them to the Commercial Overlay Zone onto the Town Council. With adjustment to the Town Council, Commissioner Lancaster seconded the motion. The motion passed 3 to 1.*

*Commissioner Pringle - No*

*Commissioner Riet - Yes*

*Commissioner Lancaster - Yes*

*Commissioner Taylor - Yes*

**Agenda Item #6 - Discussion on Ordinance #2024-05. An Ordinance Amending Title 10. Adding #11. Master Plan Development., to list of Uses that Require Additional Conditional Uses. in Section 10.17.100.A.**

Chairman Pringle reiterated her earlier public comment, emphasizing that Master Plan Developments should be allowed and incentivized in all zones, not conditional uses. She argued that Master Plans promote cohesive development and should be required for large projects. While she acknowledged that making Master Plans conditional isn't a terrible idea, she believes conditional uses are more suited for specific businesses like landfills or amusement parks, not comprehensive development plans. She noted that other towns have successfully implemented standards for master plans, which should be considered. Pringle also mentioned that her stance is based on what benefits the Town and does not create a conflict of interest for her.

Commissioner Taylor expressed hesitation about encouraging Master Plan Developments, preferring to maintain the Town's rural character. He believes that such developments will occur naturally without additional encouragement. Taylor thinks Master Plan Developments should be classified as a special use, requiring review and approval by the Commission to ensure they are thoroughly considered.

Commissioner Lancaster clarified that the current discussion is about expanding the allowance of Master Plan Developments beyond just the airport zone to other areas. She supports this change, as it will enable the implementation of Master Plans in additional zones, aligning with the desired development approach.

**Approved Meeting Minutes**  
Fairfield Planning Commission  
Regular Meeting  
May 9, 2024

Commissioner Riet commented that having a Master Plan as a conditional use allows the commission to review and have input on the types of Master Plans being proposed. This provides control over what developments are allowed, ensuring that undesirable elements are excluded.

Mayor McKinney emphasized that currently, Master Plan developments are only allowed in the Airpark Zone as a Conditional Use Permit, and if not explicitly allowed, they cannot proceed. She suggested passing the proposal to make Master Plans an allowed conditional use permit to avoid halting development. She noted that if they do not pass it now, they will need to revisit and amend the Airpark Zone and Conditional Use permit regulations, which she is open to doing if necessary. Mayor McKinney urged a quick decision to keep progress moving.

**Agenda Item #7 - Motion to send the Ordinance #2024-05. An Ordinance Amending Title 10. Adding #11. Master Plan Development., to list of Uses that Require Additional Conditional Uses. in Section 10.17.100.A. to the Town Council.**

*Commissioner Taylor Motion to send Ordinance #2024-05. An Ordinance Amending Title 10. Adding #11. Master Plan Development., to list of Uses that Require Additional Conditional Uses. in Section 10.17.100.A. to the Town Council. Commissioner Lancaster seconded the motion. The motion passed 3 to 1.*

*Commissioner Pringle - No*

*Commissioner Riet - Yes*

*Commissioner Lancaster - Yes*

*Commissioner Taylor - Yes*

**Agenda Item #8- Adjourn the Planning Commission Regular Session.**

*Motion made by Commissioner Taylor to end the meeting. Commissioner Riet seconded the motion. The meeting's end time is 7:43 pm.*

**June 19, 2024**

**Stephanie Shelley**

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Minutes Approval Date

Stephanie Shelley Recorder/Clerk